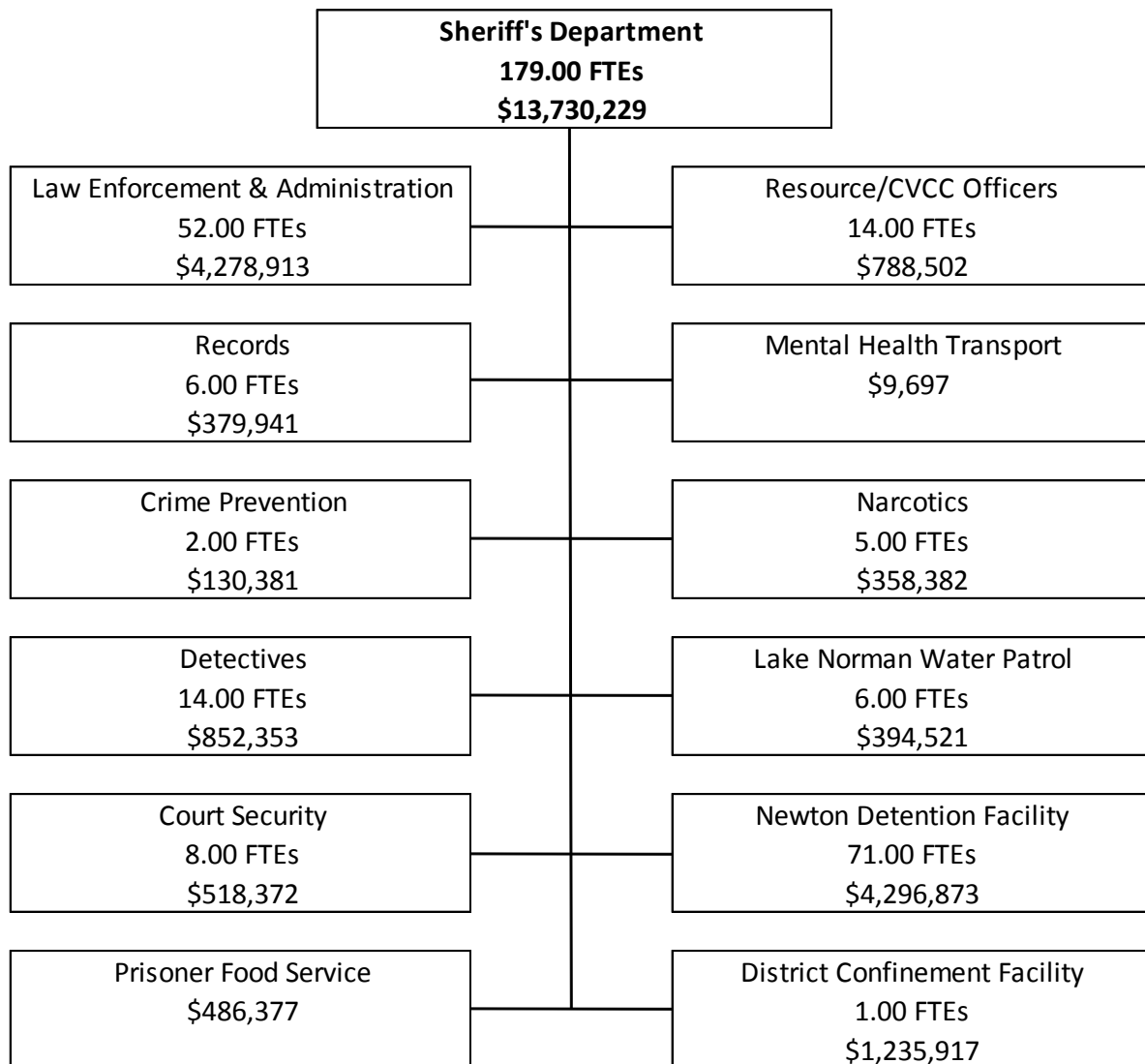


## Catawba County Government



# Sheriff's Department

Summary

	2008/09 Actual	2009/10 Current	2010/11 Requested	2010/11 Recommended	Percent Change
<b>Revenues</b>					
Federal	\$185,401	\$213,828	\$71,143	\$194,143	-9%
State	45,333	35,000	35,000	35,000	0%
Federal & State	74,056	74,966	81,402	81,402	9%
Local	847,910	606,533	865,827	905,827	49%
Charges & Fees	580,747	514,708	348,214	348,214	-32%
Miscellaneous	82,339	86,500	72,650	82,650	-4%
From Narcotics Seized Fund	0	0	0	0	0%
From Self Insurance Fund	40,346	0	0	0	0%
General Fund	11,229,478	12,092,127	12,184,800	12,082,993	0%
<b>Total</b>	<b>\$13,085,610</b>	<b>\$13,623,662</b>	<b>\$13,659,036</b>	<b>\$13,730,229</b>	<b>1%</b>
<b>Expenses</b>					
Personal Services	\$9,089,924	\$9,532,962	\$9,613,293	\$9,683,293	2%
Supplies & Operations	3,500,748	3,712,700	3,643,643	3,644,836	-2%
Capital	494,938	378,000	402,100	402,100	6%
<b>Total</b>	<b>\$13,085,610</b>	<b>\$13,623,662</b>	<b>\$13,659,036</b>	<b>\$13,730,229</b>	<b>1%</b>
<b>Expenses by Division</b>					
Law Enforcement & Admin	\$4,572,798	\$4,452,976	\$4,251,113	\$4,278,913	-4%
CVCC Officer	141,228	147,627	152,613	153,813	4%
Resource Officers	600,180	612,500	630,689	634,689	4%
Records	339,994	368,772	377,541	379,941	3%
Mental Health Transport	13,986	13,024	9,697	9,697	-26%
Crime Prevention	169,794	126,463	129,581	130,381	3%
Narcotics	352,764	351,697	357,082	358,382	2%
Detectives	767,430	785,210	846,753	852,353	9%
Lake Patrol	150,459	177,209	392,121	394,521	123%
Court Security	468,413	517,651	515,172	518,372	0%
Newton Detention Facility	3,955,540	4,348,747	4,269,673	4,296,873	-1%
Prisoner Food Service	438,351	475,600	486,377	486,377	2%
District Confinement Facility	1,114,673	1,246,186	1,240,624	1,235,917	-1%
<b>Total</b>	<b>\$13,085,610</b>	<b>\$13,623,662</b>	<b>\$13,659,036</b>	<b>\$13,730,229</b>	<b>1%</b>
<b>Employees</b>					
Permanent	178.00	180.00	180.00	179.00	-1%
Hourly	7.35	7.40	11.01	11.01	49%
<b>Total</b>	<b>185.35</b>	<b>187.40</b>	<b>191.01</b>	<b>190.01</b>	<b>1%</b>

## Budget Highlights

The Sheriff's Department budget is a 0.8 percent increase compared to the Fiscal Year 2009/10. Despite this slight increase, the department made reductions totaling over \$270,000. The majority of these cutbacks were personnel related as three vacant detention officer positions are eliminated from the budget (one is abolished and two are unfunded) and reductions were made in overtime and part-time wages. The budget also abolishes a Criminal Justice Academy position that was unfunded in the current year. The department reduced training, supplies, and

several other areas to generate greater cost-savings. For example, the department anticipates saving \$15,000 by having inmates wash law enforcement vehicles.

In the past, the County received misdemeanor revenue from the state, which reimbursed counties \$18 per day for housing inmates serving local sentences up to 90 days. The State took action with its Fiscal Year 2009/10 budget to eliminate misdemeanor reimbursements. This action cost the County \$185,000 annually in revenue that was used to help support the Sheriff's Department. Revenue earned from renting beds to Burke County at the Burke Catawba District Confinement Facility will now be budgeted in the general fund instead of being reserved for future jail expansion to replace this loss.

The budget also reflects a 121 percent increase in the Lake Norman Regional Patrol. This is due to the transfer of four officers from Law Enforcement and Administration to the Lake Patrol Division during Fiscal Year 2009/10. The crime patterns in the County drove the transfer and reclassification of these positions. The Sherrills Ford and Terrill area located in Zone 4 has had over three times more cases requiring investigation than the other three zones.

## **Performance Measurement**

### **Fiscal Year 2010/11**

The Sheriff's Department made several changes and improvements to outcomes this year as follows:

- The call response time goal was increased from seven minutes to eight minutes to be more realistic. There are parts of the County within patrol zones that are impossible to reach in less than eight minutes.
- An outcome was added focused on quality of service and preventing the use of unnecessary force by maintaining complaint rates below the national average.
- An outcome was added to Detectives and Lake Patrol to maintain an average clearance rate above the State's clearance rates for different types of crimes.
- School Resource Officers will begin surveying the faculty and staff of the schools they serve as to customer satisfaction with a target of 90 percent or higher satisfaction rating.

### **Fiscal Year 2009/10**

During the first half of Fiscal Year 2009/10, the Sheriff's Department achieved the following:

- One hundred sixty-five officers have received 3,279 hours of training. All Officers met the 2009 North Carolina Sheriff's Training Standards' mandates.
- The Records Division was able maintain a five days or less wait time for handgun purchase permits.
- Crime Prevention spoke to 325 seniors about their safety at home, in their car, on the Internet, and various scams happening in North Carolina.
- To improve the safety of senior citizens with dementia or Alzheimer's, 10 presentations were given on Project Lifesaver, and six new clients were added bringing the total monitored to 23.

- The SROs did 77 class presentations in areas of safety, drug/alcohol abuse and North Carolina laws. They counseled with 746 students, 212 parents, and 70 staff members.
- Crime Preventions monitored 78 participants in the Are You OK program who are electronically called each day Monday thru Friday and expanded some individuals to weekend calls. This program has resulted in 462 alerts for participants not answering needing follow-up by the department of which five ambulance calls were necessary for participants who were sick or who had fallen and 24 law enforcement officers were dispatched.
- A second domestic violence court date each week has been added in coordination with the District Attorney's Office and the Office of the Courts. Two investigators follow their cases through the court process providing continued assistance for the victims. Referral of cases to prosecutor has increased from 97 to 148 in this period.

### **Fiscal Year 2008/09**

During the fiscal year, the Sheriff's Department achieved the following:

- One hundred fifty-three officers received 6,963 man hours of certified training.
- The Records Division was able to eliminate the backlog of reports with the new Field Base Reporting (FBR) software in place and additional personnel
- Crime Prevention spoke to 342 seniors about their safety at home, in their car, on the Internet, and various scams happening in North Carolina.
- To improve the safety of senior citizens with dementia or Alzheimer's, 20 presentations were given on Project Lifesaver.
- Middle School Resource Officers were able to reach approximately 600 students with drug and gang classes.
- Crime Preventions monitored 82 participants in the Are You OK program who are electronically called each day Monday thru Friday resulting in eight ambulance calls for participants who were sick or who had fallen and 250 alerts for participants not answering resulting in follow-up by the department.
- The amount of time devoted to domestic violence investigations doubled as a result of the establishment of the Special Victims Unit with a Domestic Violence Investigator and Deputy, greatly increasing the ability of the unit to serve domestic violence orders and assist the victims of these cases.
- Lake Patrol Officers increased boater safety inspections by 45 percent from 1,543 inspections in Fiscal Year 2007/08 to 2,240 inspections in Fiscal Year 2008/09. This is a direct result of the addition of a second patrol boat.

## **LAW ENFORCEMENT AND ADMINISTRATION**

### **Statement of Purpose**

The Sheriff's Office is charged with protecting the public, investigating crimes, operating the Jail, providing court security, and serving civil process. Law Enforcement and Administration consists of Road Patrol, Civil, Warrant, and overall Administration for the Sheriff's Office. Patrol Officers provide protection and service to the County 24 hours a day, seven day a week by responding to calls for service, enforcing laws, investigating crimes, and deterring crime by their presence. They also patrol problem areas in an attempt to curtail aggressive driving behaviors that contribute to accidents, or prevent crimes in areas of statistically proven trouble. Civil and Warrant Officers serve civil and criminal legal processes issued by the court.

### **Outcomes**

1. Strive to achieve an eight-minute response time to priority one emergency law enforcement calls from the time of dispatch to arrival on scene. Actual emergency response time for Fiscal Year 2008/09 was seven minutes, eight seconds, and Fiscal Year 2009/10 is averaging 10 minutes, 12 seconds (due to average of over 300 more calls per month).
2. Maintain the professionalism of the department and enhance officer knowledge and skills by providing monthly in service training for all the officers of the Sheriff's Office. This will ensure the North Carolina Sheriffs' Training and Standards' mandates are met, as well as sending as many officers as possible to specialized schools to enhance their job knowledge, abilities, and performance. In-service is 24 hours sworn, and 16 hours for non-sworn justice officers (estimated annual 2,400 plus jail staff 1,952 hours).
3. Serve and protect people in Catawba County without the use of excessive force by law enforcement officers as evidenced by maintaining a complaint rate well below the national average for Sheriff's Offices. Bureau of Justice Statistics reports that Sheriffs' offices received complaint rates of 3.4 per 100 fulltime sworn officers and 7.1 per 100 officers responding to calls for service.

## **SCHOOL RESOURCE OFFICERS**

### **Statement of Purpose**

School Resource Officers (SROs) work in the Catawba County High Schools and Middle Schools as peace officers to maintain order by enforcing the laws and local ordinances. They will investigate criminal activity committed on school property or involving students from the school to which the officer is assigned. They will assist school officials with enforcement of applicable board of education policies and administrative regulations. They will be a resource to teachers and parents in the areas of law enforcement. They will act as a counselor in some instances when listening to and assisting students, faculty and parents with various problems. They will be aware of available resources in the county for referral to collaborating agencies.

### **Outcomes**

1. Reduce victimization and improve students' perception of personal safety by giving students the knowledge they need to keep themselves safe and free from abuse and damage to their bodies by providing at least five educational presentations, per semester to the students in our area middle and high schools, in areas of safety, drug and alcohol abuse, and North Carolina Law.
2. Improve safety in the school environment by:
  - a. Providing faculty and parents with the knowledge they need to assist their students and children to grow up safe and drug free by providing at least two educational presentations, per semester to the faculty and parents in our area middle and high schools.
  - b. Participating in School Safety Committee and other committees as requested by the principal at their respective school assisting the committees in safety procedures for the school.
  - c. Assisting with updates to the school's crisis plan, and attending training at least once a year for school crisis situations.
  - d. Raising awareness on drinking and driving through programs to students that will be attending the prom in the spring to make sure we have a safe prom night.
3. Decrease fights, weapons, and illegal substances by:
  - a. Deterring the possession and use of unlawful weapons and drugs on the campuses of the schools in the Catawba County School System utilizing the departments K-9 Unit to conduct searches of the campuses, selecting days of search on a random basis, as well as, upon request from the principal of the school, when feasible.

- b. Assisting Guidance Counselors with students who have been identified for bullying and behavior problems. They will work with students as needed or suggested through the Guidance Office.
- 4. Enhance security measures by:
  - a. Providing security service during extracurricular activities to ensure students' safety. SROs will coordinate security for all ball games and events that occur at their perspective school, and will assist and provide security for field trips at their schools as requested.
  - b. Accompanying School Social Workers as requested to make home visits to students of their perspective schools. This has a two-fold purpose with one being the safety of the social worker and the other for the officer to check out living conditions or other issues that may be at the home.
- 5. Each School Resource Officer will achieve a satisfaction rating of 90 percent or better from faculty and staff at their respective schools based on the Department of Justice's indicators of school crime and safety.

## **RECORDS**

### **Statement of Purpose**

The Records Division manages case reports for Road Patrol, Investigations, and the Newton Detention Facility. Additional responsibilities include central warrant repository, child support show cause papers, orders for arrest, background checks for handgun purchase permits, alcohol and drug abuse, private attorney criminal history checks, officer criminal history checks for court, public fingerprints, County employment backgrounds, concealed carry permits, domestic violence orders, and sex offender registrations.

### **Outcomes**

1. Enhance public safety and homeland security efforts by establishing radio interoperability of Catawba County with surrounding counties and cities by:
  - a. Continuing to work with the Piedmont Area Communications Council to implement its 11 county interoperability grant and to test 800 Mhz trunking systems to be used in conjunction with Voice Interoperable Plan for Emergency Responders (VIPER).
  - b. Continuing to test with several other vendors' 800 Mhz portable radios to insure compatibility of equipment with the current VIPER system. Continue testing this system to locate any coverage areas that need to be addressed for building out the entire system in the future.
  - c. Continuing pursuit of any available grant funding to purchase 800 Mhz radios.
2. Work closely with all Sheriff's Office divisions after the scheduled upgrade of the Records Management System (RMS) to build reports that will provide statistical information that may be helpful in these areas:
  - a. Reports that will provide statistical information to warrant, child support, detention, civil and investigations divisions.
  - b. Reports to provide information for budget process and public information.
3. Improve customer service by working with Information Technology to provide online RMS/police reports, online incident reporting for selected crimes such as lost or stolen cellular phones, and application for handgun purchase permits.
4. Provide RMS/police reports as requested within 24 hours of the incident.



## **CRIME PREVENTION**

### **Statement of Purpose**

The Crime Prevention Division is responsible for a multitude of services for the citizens concerning personal, home and business security. Crime Prevention operates a variety of programs for the public and businesses in the county. Programs include the following: Gun Safety Programs, Drug/Alcohol Programs, Stranger Danger Program, Ladies Beware Program, Tours of the Justice Center, McGruff Programs, Senior Citizen Programs, Boys Scouts and Cub Scouts, School Career Day and Home or Business security checks. Officers work with communities to establish community watch programs and support their efforts. We offer a High School Criminal Justice Academy for students interested in pursuing a career in criminal justice. The Sergeant of the division oversees the safety and security of the Justice Center employees and visitors. He also works with the Catawba County Drug Treatment Court Council.

### **Outcomes**

1. Enhance the personal safety of senior citizens in Catawba County by:
  - a. Continuing to educate seniors through Safe Senior presentations and promote the Triad program, (a program that involves senior citizens, Sheriffs, and Chiefs of Police, working together in areas of importance to seniors, such as telemarketing fraud, flimflams schemes, etc.).
  - b. Continuing to promote and expand the Adopt-A-Senior Program (program for any senior in Catawba County that has no family living in the County) by registering interested seniors with the Crime Prevention Office and working with the Patrol Division to assign a patrol deputy who will call or visit the senior each week. Officers will collect personal information from the senior that might be needed by Emergency Responders in the event of a call to the residence as well as providing them with an emergency beacon light to signal distress at the residence. This program gives seniors a sense of security and that someone locally does care about them and will help them with their problems or needs.
  - c. Continuing to promote and expand the Are You OK Program. This program calls seniors or individuals with disabilities each morning Monday through Friday from 7:00 a.m. to 11:00 a.m. to make sure they are OK.
2. Improve the safety of senior citizens with Dementia or Alzheimer's and children with Down Syndrome or Autistic Personalities by recruiting 12 new participants in the Project Lifesaver program. This program prevents injury and saves lives by placing a locator bracelet on participants so they can be found quickly if they wander or get lost. Recruitment will be conducted through advertisements as well as speaking with church and civic groups on a monthly basis to inform the public of the programs capabilities and costs. We will visit each client monthly to change batteries in their bracelet and check on them and how they are doing.

3. Attempt to decrease the crime rate and make citizens more aware of potential crime in their neighborhoods by enhancing Catawba County Community Watch programs as follows:
  - a. Continuing to meet with 105 existing community watch groups to enhance their current programs.
  - b. Working with neighborhoods that do not have a community watch, in order to establish one, with a goal of establishing 10 new programs.
  - c. Continuing to distribute the electronic newsletter to better communicate with existing community watch leaders and members, with a goal of adding new e-mail recipients as new programs are created.
  - d. Implementing Countywide meetings by bringing all existing community watches together at least once per year.
4. Enhance the existing relationship between the criminal justice system and the Community by:
  - a. Providing 100 educational programs to social, civic, school, business, and religious organizations including tours of the department on a request basis, and introducing the officers that patrol the particular areas where the programs take place.
  - b. Participating in the Criminal Justice Careers Summer Internship Program in conjunction with Catawba County Public Schools to provide 15 rising seniors annually with first hand experience and knowledge of criminal justice careers.
5. Provide Security and Safety for the employees and visitors to the Catawba County Justice Center by active participation with the safety committee. Two annual Fire drills, tornado drills, and a lock down drills will be performed and evaluated for improvement. Security access will be maintained for Sheriff's Office and all Justice Center employees, including Repay, Clerk of Courts, Vital Records, judges, and lawyers.
6. Provide law enforcement representation on the Catawba County Drug Treatment Court Council by attending staffing meetings, overseeing the Drug Court security, and running criminal histories for program applicants. Will assist the Coordinator and Probation Officer when requested in arresting a client.

## **NARCOTICS / VICE DIVISION**

### **Statement of Purpose**

The Narcotics Division is responsible for the many aspects of drug eradication in Catawba County. Narcotics Officers investigate, interview, collect evidence, arrest, and present information to State and or Federal Prosecutors. They further provide testimony in the prosecution of defendants for violation of the North Carolina Controlled Substance Act, and in violation of United States Controlled Substances. This is done in an attempt to reduce drug use and trafficking in Catawba County. Drug Task Force operations afford the opportunity for all local departments to participate in a joint effort to reduce drug activity.

### **Outcomes**

1. Work with the District Attorney's Office to improve the successful prosecution of major drug offenders through monthly meetings designated for the discussion of narcotic investigations that:
  - a. Have been submitted to the District Attorney's Office for submission to the grand jury,
  - b. Are pending trial in Superior court,
  - c. Ongoing investigations that require discussion with the District Attorney's Office.
2. Improve criminal investigation communication and information sharing between divisions of Sheriff's Office and other law enforcement agencies by receiving and dissemination of TIP information
3. Decrease drug trafficking in Catawba County by working through the Catawba Valley Drug Task Force to dismantle major drug trafficking organizations operating in the County or those drug organizations that do business in Catawba County.

## **DETECTIVES**

### **Statement of Purpose**

The Detective Division is responsible for investigating and following up on the more serious crimes. Some of these crimes include homicides, robberies, felony assaults, and major fraud including identity theft and embezzlement, and sex offenses.

### **Outcomes**

1. Maintaining an average clearance rate above the State's clearance rates, which are 54.5 percent on violent crimes (murder, rape, robbery, assault), and 23.3 percent on property crime (burglary, larceny, vehicle theft).
2. Domestic Violence Unit will provide more comprehensive services to victims of domestic violence, dating violence, sexual assault, and stalking by:
  - a. Improving collaboration with community by providing proactive victim referrals including; written service providers' materials; Crisis Line number to First Step; and Lead Court Advocates contact information. Unit will assist an average of 60 victims per month, an increase of 10 percent from previous year.
  - b. Working closely with victims and District Attorney's Office to increase the prosecution rate of cases. Unit will average 23 referrals of cases to prosecutor per month, an increase of 20 percent from previous year.
  - c. Focusing on "evidence based prosecution" which relies on physical and circumstantial evidence in lieu of victim testimony.
3. Crime Scene and Evidence Management section will continue to improve the forensic crime scene investigations. An Evidence Technician Deputy was added last year to allow more investigation time, which resulted in 49 major case forensic crime scene investigations in 2009 (up 13 percent from 2008). Multiple cases were solved by forensic identifications of DNA, fingerprints, footwear, etc. This section will strive to continually improve forensic evidence collection through specialized training and the procurement of advanced equipment.

## **LAKE NORMAN REGIONAL PATROL**

### **Statement of Purpose**

The Lake Norman Regional Patrol serves the citizens of southeastern Catawba County. This is a full service law enforcement center that provides community policing, patrol of both land and water to protect lives and property by enforcing state & local ordinances, promotion of boater safety, and Investigations of more serious property crimes, homicide, robberies, felony assaults, sex offenses, major fraud, identity theft, and embezzlement

### **Outcomes**

1. Increase the public's awareness of State and local laws pertaining to the waters of Catawba county and safe boating practices by:
  - a. Hosting boater safety classes sponsored by the North Carolina Wildlife Resource Commission. As of May 1<sup>st</sup>, 2010, State mandates attendance of a boater's safety class to obtain a certificate to operate a vessel with a motor of 10 horsepower or greater on the waterways of North Carolina. G.S. 75A-16.2.
  - b. Increasing boater safety inspections from 1,867 by 10 percent to 2,054. Lake officers will maintain statistics on vessel stops and enforcement.
  - c. Enhance the safety of Homeland Security related target areas/structures on Lake Norman through daily patrol by land, water, or both, of Marshall Steam Station, as this facility is defined by the Department of Homeland Security as a potential target.
2. Improve community policing in Sherrill's Ford/Terrell area by continuing to enforce State and local laws, respond to calls for service, assist victims, investigate crimes and deter crime by being highly visible. Officers will:
  - a. Reach the public sector by attending homeowner's association meetings in assigned work areas.
  - b. Reach the private sector by working with area business to deter property crimes, and work on crime prevention efforts.
3. Maintain an average clearance rate above the State's clearance rates, which are 54.5 percent on violent crimes (murder, rape, robbery, assault), and 23.3 percent on property crime (burglary, larceny, vehicle theft).

## **COURT SECURITY**

### **Statement of Purpose**

The Court Security Unit is responsible for ensuring the safety and protection of court officials, visitors, inmates, and the general public in both the Newton and Hickory Courtroom areas, and ensuring the smooth and safe movement of inmates between the Newton and Burke-Catawba Detention Facilities, the courtroom areas, and other detention facilities.

### **Outcomes**

1. Ensure the courts operate without incident by applying an integrated approach that ensures the safety of the court system and its participants by:
  - a. Effectively evaluating, planning, and pro-actively managing threats and potential threats directed toward the court system, implementing steps to correct the threats or developing plans for future security improvements.
  - b. Continuing to seek improvements to ensure the safety of people coming into both the Justice Center and Hickory Courthouse. During the calendar year 2009, a total of 348,261 people were processed thru the Justice Center front door security station, and 116,625 people through the Hickory Courthouse.
  - c. Working closely with the Officers to evaluate personnel and/or equipment needs to minimize wait time at entrance, and facilitate staffing to courtrooms. Will continue to use part time officers until planned courtrooms expansion.

## **NEWTON DETENTION FACILITY**

### **Statement of Purpose**

The purpose of the Newton Detention Facility is to provide for the safety and security of inmates who are incarcerated there by fairly and humanely ensuring that their physical, mental, and medical welfare is provided for within the framework of statutes, rules, and procedures as required by State and Federal government.

### **Outcomes**

1. Continue to ensure safe and efficient operation of the Jail facility by addressing operational procedures, regulations, and manpower. Work with jail supervisors to ensure the manpower requirements are met, which includes over 30 days of mandatory training. Work with vendors and maintenance to ensure upkeep and safety. Teams will work on ways to prevent damages to Jail property by inmates, such as tampering with sprinkler system, graffiti, and any destruction to Jail property.
2. Continue to train staff and meet or exceed North Carolina Sheriff's Training Standards. Detention Field Officer Training program ensures that all new employees receive the proper training to work in the facility. In-service is 40 hours sworn, and 16 hours for non-sworn Detention Officers (estimated annual 1,952 hours).
3. Work closely with the contracted Jail medical staff to identify ways to save money on inmate medical costs, while maintaining essential medical health care standards. Medical staff will provide after hours care for our inmates' mental and physical health. Other avenues include identifying less expensive drugs, and obtaining discounted rates for medical services. Staff will also follow protocol for Jail Physician's approval on all non-emergency referrals requiring outside physician and Jail transportation.
4. Protect the community and improve efficiencies by checking for local warrants as well as State and National wants on all inmates as soon as possible after incarceration, and before release in an attempt to make sure all charges are settled at time of release. This will avoid the need for re-arrest on pre-existing charges, and save time and money due to less processing time of inmates.

## **PRISONER FOOD SERVICE**

### **Statement of Purpose**

To feed the inmates well-balanced meals as required by the State of North Carolina Department of Human Resources.

### **Outcomes**

1. Ensure inmates are receiving well-balanced meals at the least possible cost to the County. Monitor the progress of the food service contract vendor to ensure that the quality and quantity of meals served to our inmates meet State standards.